



Notice of Intent to Award

Solicitation Number	255242	Award Date	10/17/2022 1:52 PM CDT
Solicitation Title	National Register Context for Civil Rights Movement 1944-1966		
Buyer Name	Christina Alexander	Buyer Email	christina.alexander@nashville.gov
BAO Rep	Christopher Wood	BAO Email	christopher.wood@nashville.gov

Awarded Supplier(s)

In reference to the above solicitation and contingent upon successful contract negotiation, it is the intent of the Metropolitan Government of Nashville and Davidson County to award to the following supplier(s):

Company Name	Richard Grubb and Associates, Inc.	Company Contact	Robbie Jones		
Street Address	204 Rivergate Parkway				
City	Goodlettsville	State	TN	Zipcode	37072

Company Name		Company Contact			
Street Address					
City		State		Zipcode	

Company Name		Company Contact			
Street Address					
City		State		Zipcode	

Certificate of Insurance

The awarded supplier(s) must submit a certificate of insurance (COI) indicating all applicable coverage required by the referenced solicitation. The COI should be emailed to the referenced buyer no more than 15 days after the referenced award date.

Equal Business Opportunity Program

Where applicable, the awarded supplier(s) must submit a signed copy of the letter of intent to perform for any and all minority-owned (MBE) or woman-owned (WBE) subcontractors included in the solicitation response. The letter(s) should be emailed to the referenced business assistance office (BAO) rep no more than two business days after the referenced award date.

Yes, the EBO Program is applicable.

No, the EBO Program is not applicable.

Monthly Reporting

Where applicable, the awarded supplier(s) will be required monthly to submit evidence of participation and payment to all small (SBE), minority-owned (MBE), women-owned (WBE), LGBT-owned (LGBTBE), and service disabled veteran owned (SDV) subcontractors. Sufficient evidence may include, but is not necessarily limited to copies of subcontracts, purchase orders, applications for payment, invoices, and cancelled checks.

Questions related to contract compliance may be directed to the referenced BAO rep.

Yes, monthly reporting is applicable.

No, monthly reporting is not applicable.

Public Information and Records Retention

Solicitation and award documentation are available upon request. Please email the referenced buyer to arrange.

A copy of this notice will be placed in the solicitation file and sent to all offerors.

Right to Protest

Per MCL 4.36.010 – any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the purchasing agent. The protest shall be submitted in writing within ten (10) days after such aggrieved person knows or should have known of the facts giving rise thereto.

MLL Supervisor (Initial)

Michelle A. Hernandez Lane

Michelle A. Hernandez Lane
Purchasing Agent & Chief Procurement Officer

RFQ 255242 National Register Context for Civil Rights Movement 1944-1966 Evaluation Committee Score Sheet

Offeror	TRC Environmental Corporation	Richard Grubb and Associates Inc	New South Associates	PaleoWest LLC
Contract Acceptance	Yes	Yes	Yes	Yes
Cost (20 points)	20.00	19.77	19.08	13.47
Qualifications and Experience (50 Points)	35.00	47.00	40.00	38.00
Project Approach and Methodology (30 Points)	20.00	29.00	20.00	25.00
Total Evaluation Scores	75.00	95.77	79.08	76.47

No BAO programming applicable to this solicitation

Evaluation Comments

TRC Environmental Corporation

Strengths

Proposal demonstrated firm's National Register process for scope of work. Proposal demonstrated firm's experience working with Historic Commission. Proposal demonstrated firm's experience with Survey 123. Proposal demonstrated detailed project approach for scope of work, to include project being broken out in tasks. Proposal demonstrated firm's experience for National Register Nomination in TN. Firm's proposal demonstrated and/or provided required information, with the exception of the below noted weaknesses.

Weaknesses

Proposal lacked detail demonstrating firm's experience with multiple properties and civil rights. Proposal lacked detail demonstrating firm's vision and philosophy. Proposal lacked detail demonstrating firm's outreach and public engagement plans. Firm's proposal focused on Survey, not scope of work. Proposal failed to address estimated dates, and timeline for the project. Projects were not of similar size, scope or complexity. Firm's proposed team size demonstrated firm's limited capacity for Metro contract. Proposal demonstrated limited ability to plan for a project of this size.

Richard Grubb and Associates Inc

Strengths

Proposal demonstrated firm's detailed plan for project kick-off with public meeting. Proposal demonstrated firm's MPDF experience. Proposal demonstrated firm's local Government experience. Proposal demonstrated firm's African American experience, both locally and beyond. Proposal demonstrated firm's detailed project strategy. Firm's reference projects included African American and Civil Rights projects that were of similar size, scope and complexity. Proposal demonstrated firm's ability to go beyond 1966 with research. Proposal demonstrated firm's TN Architecture and Greenbook project experience. Proposal demonstrated firm's experience completing National Register Nominations. Proposal demonstrated firm's detailed project approach for scope of work, to include an acceptable to Metro, project schedule. Firm provided a detailed project resource list. Proposal addressed resistance and flexibility. Firm's proposal demonstrated and/or provided required information, with the exception of the below noted weaknesses.

Weaknesses

Proposal lacked detail demonstrating firm's philosophy. Proposal was unclear and lacked detail demonstrating firm's outreach experience. Proposal was unclear demonstrating firm's clear understanding of the Survey portion.

New South Associates

Strengths

Proposal demonstrated firm's student rights movement experience with the city of Atlanta. Proposal demonstrated firm's capacity to allow for a dedicated staff/team for Metro project. Proposal demonstrated firm's experience working with Government entities. Proposal demonstrated firm's experience with and knowledge of the Secretary of the Interior's Standards. Proposal provided firm's detailed project approach to include using social media, HBCU's, and churches for research. Firm proposed the use of the Survey 123 database for information. Proposal demonstrated firm's proposed plan to cultivate trust within the community. Firm's proposal demonstrated and/or provided required information, with the exception of the below noted weaknesses.

Weaknesses

Proposal failed to demonstrate firm's civil rights experience, proposal was unclear demonstrating firm's civil rights expertise and experience for scope of work for this RFQ. Proposal failed to demonstrate firm's experience and knowledge of TN history. Proposal was unclear demonstrating firm's civil war experience. Proposal was unclear demonstrating firm's stakeholder coordination experience. Reference projects were not of similar size, scope, or complexity. Proposal lacked detail demonstrating firm's vision and preservation philosophy. Proposal lacked detail for firm's proposed public engagement plan, failed to identify the number of public engagement meetings. Proposal demonstrated limited National Register experience for proposed team members for scope of work for this RFQ. Proposal lacked detail for proposed project approach. Firm's proposed methodology, strategy to accomplish goals and proposed project schedule lacked detail. Proposal failed to acknowledge and/or address project deadline date and provide a timeline.

PaleoWest LLC

Strengths

Proposal demonstrated firm's social justice philosophy. Proposal demonstrated firm's National Park experience. Proposal demonstrated firm's experience with and knowledge of the Secretary of the Interior's Standards. Proposal provided a detailed plan for untold stories. Proposal demonstrated firm's proposed community driven, framework plan. Proposal demonstrated firm's grassroots movement of Nashville project approach plan, which connects with Metro's vision. Proposal provided firm's "helping Nashville learn more about itself" plan concept. Firm proposed to use Highlander for research resource. Firm's proposal demonstrated and/or provided required information, with the exception of the below noted weaknesses.

Weaknesses

Proposal demonstrated limited Nashville and TN experience for scope of work for this RFQ. Reference projects were not of similar size, scope, or complexity. Proposal demonstrated limited experience with civil rights resources. Proposal demonstrated limited ability to handle stakeholder concerns, in person discussions, and community engagement efforts for proposed project team. Proposal demonstrated limited experience for scope of work for lead project historian. Proposal demonstrated firm's lack of knowledge for TN review process. Proposal failed to acknowledge and/or address project deadline date. Proposal failed to include community engagement as part of project timeline. Proposed timeline not realistic to Metro. Proposal suggests a succinct project with remote research.

Enter Solicitation Title & Number Below		
National Register Context for Civil Rights Movement 1944-1966; RFQ 255242		
		20
Offeror's Name	Bids	RFP Cost Points
TRC Environmental Corporation	\$49,420.00	20.00
Richard Grubb and Associates Inc	\$50,000.00	19.77
New South Associates	\$51,800.00	19.08
PaleoWest LLC	\$73,387.00	13.47
No BAO programming applicable to this solicitation		

Certificate Of Completion

Envelope Id: 0DDD605D38BF4D3286AF38A7E07AC227	Status: Completed
Subject: Intent to Award - RFQ # 255242 for National Register Context for Civil Rights Movement 1944-66	
Source Envelope:	
Document Pages: 6	Signatures: 1
Certificate Pages: 2	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Christina Alexander
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	christina.alexander@nashville.gov
	IP Address: 170.190.198.185

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Status: Original	Holder: Christina Alexander	Location: DocuSign
10/10/2022 4:46:54 PM	christina.alexander@nashville.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Metropolitan Government of Nashville and Davidson County	Location: DocuSign

Signer Events

Signer Events	Signature	Timestamp
Michelle A. Hernandez Lane michelle.lane@nashville.gov Chief Procurement Officer/Purchasing Agent Metro Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 104.176.252.12 Signed using mobile	Sent: 10/10/2022 4:48:42 PM Viewed: 10/14/2022 7:27:46 AM Signed: 10/17/2022 1:52:20 PM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Michelle A. Hernandez Lane michelle.lane@nashville.gov Chief Procurement Officer/Purchasing Agent Metro Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 104.176.252.12 Signed using mobile	Sent: 10/17/2022 1:52:21 PM Viewed: 10/17/2022 1:52:31 PM Signed: 10/17/2022 1:52:43 PM
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Electronic Record and Signature Disclosure:
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In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

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Certified Delivery Events

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Carbon Copy Events

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Witness Events

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Envelope Summary Events

Status

Timestamps

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/10/2022 4:48:42 PM
Certified Delivered	Security Checked	10/17/2022 1:52:31 PM
Signing Complete	Security Checked	10/17/2022 1:52:43 PM
Completed	Security Checked	10/17/2022 1:52:43 PM

Payment Events	Status	Timestamps
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